STATEWIDE

ACTIVE GUARD RESERVE (AGR) - VACANCY ANNOUNCEMENT # **028-13A**

OPEN TO: **CURRENT FLORIDA ARMY NATIONAL GUARD MEMBERS ONLY!**

POSITION: RECRUITING & RETENTION NCO	UNIT: RECRUITING & RETENTION BN
OPEN DATE: 20 FEBRUARY 2013	LOCATION: HAINES CITY
CLOSE DATE: 14 MARCH 2013	MOS: 00F34 - REC & RET NCO
EARLIEST FILL DATE: TBD	MIN-MAX RANK/GRADE: SGT-SSG/E5-E6
MEMBERSHIP RESTRICTED TO: NA	PULHES: 132221

ARMY AGR POC: Tiffini L. Savage (904) 823-0660 or Tiffini.l.savage@ng.army.mil

MINIMUM ENLISTED QUALIFICATION REQUIREMENTS

1. *If SQI4 qualified, ASVAB score requirement not applicable.   See ASVAB requirements on page three.*

2. Selectees must become SQI4 qualified within 120 days of selection to perform duties as a Recruiting and Retention NCO. Soldier has the option to convert to CMF 79T after 1 year of production recruiting and completion of 79T conversion course. Failure to become SQI4 qualified within the specified period is grounds for mandatory involuntary separation from the AGR program.

3. Must meet medical standards IAW chapter 3 and 4, AR 40-501 as appropriate. Must meet Army Physical Fitness standards IAW FNG PAM 350-41-9 and height and weight standards as prescribed by AR 600-9.

4. Be able to serve at least 3 years in an AGR status prior to completing 18 years of Active Federal service (any combination of Active Duty, Active Duty Special Work, Annual Training, and/or AGR program for a total of 18 years), or the date of mandatory removal.

5. Must have sufficient time remaining (ETS) to permit completion of tour of duty.

6. Individuals should possess a security clearance for this full-time position. Selectees who require a National Agency Check (DIS Form 1 (9-72) or MEPCOM Form) will have an investigation initiated immediately upon entry into the program. If the results of the investigation are unfavorable or appropriate clearance is not granted, individual's AGR tour will be immediately terminated.

7. Must not be under a current suspension of favorable personnel action (flagged), to include Bar to Re-Enlistment.

8. The Florida National Guard is an Equal Opportunity Employer and all qualified applicants will receive consideration for this announcement without regard to race, color, religion, national origin, or gender.

9. Candidates will be evaluated on the basis of their education, experience, training, and performance. Consideration will be based on available information contained in the individual's application, with attachments as developed by this office. Applications are now being accepted for the Title 32, USC 502(f) AGR Tour. Length of Tour: 3 years in duration, contingent upon satisfactory performance.

10. Incumbent must be assigned to the military position by para/line as specified by the AGR Staffing Guides.

11. Soldiers must have completed initial entry training before submitting applications for AGR vacancies.

12. AGR Soldiers will not be reassigned during the first 18 months of their **INITIAL** tour.

13. Must be 18 years of age and not have reached 55th birthday by closing date of announcement.

SEE REVERSE FOR APPLICATION INSTRUCTIONS

!!! IMPORTANT NOTICE !!!

Applications will be screened after the job closing date, not prior. Please review your application for accuracy prior to submission to HRO. Nothing will be added to the application after the COB on the closing date.

Due to the increased volume of AGR applications, incomplete packets will not be considered for AGR selection.

It is extremely important to following the application instructions contained in the job announcement.

Systemic errors and trends are as follows:

Both copies of NGB 34-1 not provided or incomplete (*missing signatures*). Questions unanswered or form not signed. Incorrect version used, required version is dated 05 November 2010.

DD 214 / DD 215 are not included in the application. The DD 214 form does not include the bottom portion of the document indicating the reason for Release from Active Duty (REFRAD) and the RE (reenlistment) code. *(Application must include* **"ALL COPIES"** *received since joining the military)*

DD 220 (received for Split Training Program & Alternate Training Program- less than 90 days) is not included in the application. **(CHECK IPERMS FOR THESE DOCUMENTS)**

DA 2-1 is not signed by applicant (page 3) & certification missing from unit clerk. ASVAB scores & date tested are missing (*NA for Officers*).

ERB/ORB – is not certified by the unit. ASVAB scores and date tested are missing (*NA for Officers*).

Last 5 years of OERs / NCOERs (*to include current*) are not included in the application or their absence/overlap explained in a memo to the board president from the Soldier. *All gaps / overlaps* must *be explained in the memo (mandatory).*

Individual Medical Readiness (IMR), 1 page document, missing or out of date. PHA is not within 15 months of announcement closing date, HIV is not within 5 years of closing date. PHA and HIV are not justified with a memo from the unit Commander (*mandatory*). Any PULHES with a 3 or 4 is not supported with medical fit for duty waiver.

DA Form 705 does not include *all* APFT's taken in the last 3 years (AGR's 2 record test a year & Traditional Soldier 1 record test a year). Missing APFT's are not explained in a memo from the Soldier to the board president. The profiled event(s) is not supported with permanent profile, if applicable.

DA Photos (if required) are out of date. Photo is not within 2 years of announcement closing date.

ACTIVE GUARD RESERVE (AGR) - VACANCY ANNOUNCEMENT # 028-13A

APPLICATION INSTRUCTIONS

Submit applications to: Florida Army National Guard, Attn: HRO-AGR, P. O Box 1008, St. Augustine, FL 32085
Submit <u>overnight</u> applications to: Florida Army National Guard, Attn: HRO-AGR (ARMY), 82 Marine Street, St. Augustine, FL 32084.

Applications received after the Close of Business (COB) on the closing date indicated will **NOT** be considered. Failure to submit the minimum documentation will cause your application to be disqualified without consideration for the position. Submit the application in the order listed below.

APPLICATIONS WILL NOT BE RETURNED!

1. **NGB FM 34-1,** (*version 20101105*) - (**2 total copies**) *digitally signed or hand written signature* (Application for Active Guard Reserve (AGR) Position). Section IV #17 only applies to Air National Guard-if Army leave blank. Ensure an explanation is attached for required answers given in Section IV. If yes for #3 or #4, provide a copy of police report in application.

2. Include only your **AKO email address** (*non AKO email accounts will **NOT** be responded to*) on the NGB Form 34-1 (*handwrite on top of form*) and on the resume. You will be notified of the board results by email.

3. **DA 2-1 -** Updated copy that has been signed by the Soldier and certified by the unit administrator OR **ERB/ORB** – must be "certified" by the unit.

4. **NGB Fm 23B -** Retirement Points Statement (RPAM) - all Army National Guard Soldiers will submit a current copy. (*See your unit for this document.*)

5. **DD Fm 214 / DD Fm 215 / DD Fm 220 - ALL** copies ever received and any other official documentation to verify active service. The DD 214/DD 215 form <u>must</u> be the copy **#2, #4, #7** or **#8**, which includes the bottom portion of the document indicating the reason for Release from Active Duty (REFRAD) and the RE (reenlistment) code.

6. **DA Photograph -** all FLARNG applicants must ensure a recent (*within 24 months of job closing date*) Official DA Photograph is uploaded into your iPERMs account. All Photographs must be in IAW AR 640-30. Unless an exception is given **before** the application closing date, packets or iPERM accounts without a DA Photograph will not be considered. DA Photograph is **not** required for positions advertised as SSG or below.

7. **Resume** (not mandatory, but it is encouraged) and/or statement of civilian/military experience and education may be submitted with your packet. Your packet **will not** be returned if you choose not to include a resume, however including one is highly recommended and will be to your benefit. Ensure to focus on official military training when the standards were exceeded and explain any particular item the board may question.

8. **OERS/NCOERS -** Copy of last five years (or all that you have received). Include a memo from the Soldier to board president explaining missing (*to include current evaluation*) or overlapping OER/NCOER (*mandatory*).

9. **Letters of Recommendation -** will **"NO"** longer be accepted in applications.

10. **IMR** (Individual Medical Readiness) Record – go to https://apps.mods.army.mil/medpros/mymedicalreadiness click "**IMR Record**", reflecting current favorable PHA in accordance with (IAW) AR 40-501, Chapter 3, conducted within 15 months prior to position close date and a documented HIV test with negative results at least 5 years prior to position close date. Commanders must submit requests for waiver verifying the unit's inability to obtain a PHA within the prescribed timeline. If selected for an AGR hire, the PHA must be within 12 months of the AGR tour start date and HIV test with negative results must be within 24 months of AGR tour start date. Include a current copy of your DA Fm 3349 if on profile. Any PULHES with a 3 or 4 must be supported with medical fit for duty waiver.

11. **DA Fm 705 -** PT scorecard including the last 3 calendar years of **all** record APFT's. AGR's are required to take 2 record tests a year and traditional Soldier is required to take 1 record test a year. Include a memo from the Soldier to board president explaining missing APFT's. Include a current copy of your DA Fm 3349, if profiled for any event during your APFT.

12. **Statement of Understanding** (SQI4) must be completed and returned with the application (*last page of advertisement*).

13. **DO** assemble all documents in a single neat stack, with single sided white paper in the same order as stated in items #1 through #10 above and bind together with a binder clip.

14. **DO NOT** forward packets in any type of a document binder or folder. **DO NOT** use document protectors, staples or paper clips. **DO NOT** use tabs of any kind. **DO NOT** use colored paper to separate documents. **DO NOT** send double sided images.

15. Packets will <u>NOT</u> be accepted via email except for Soldiers deployed OCONUS. OCONUS Soldiers submit your packet to: **tiffini.l.savage.mil@mail.mil**.

ASVAB SCORE REQUIREMENTS:
SQI4--Recruiting and Retention NCO (Rctr and Retn NCO)
a) A minimum score of 110 in aptitude area GT, no waiver authorized.

Statement of Understanding
Skill Qualification Identification 4 (SQI4)

All ARNG soldiers in the grades of sergeant through sergeant first class who successfully complete the Basic Recruiting and Retention NCO Course will be awarded SQI4, Non-Career Recruiting and Retention NCO (RRNCO).

The period of assignment for a Non-Career RRNCO will be 36 months, extendable up to 12 months with a recommendation from the Recruiting and Retention Manager (RRM).

Special Duty Assignment Pay (SDAP) and the Strength Maintenance Badge are authorized for SQI4 soldiers.

SQI 4 soldiers may request conversion to 79T Career RRNCO after earning their ARNG Strength Maintenance Senior Badge.

The RRM will board all eligible soldiers requesting to convert to Primary MOS 79T. The decision to convert to 79T will be based on the soldiers' demonstrated performance while in SQI 4 status and future potential as a Career RRNCO.

Soldiers who are not selected for conversions to 79T will be notified by the RRM and re-assigned or released from the AGR program by the Human Resources Office (HRO) at anytime during their current tour based on the soldiers qualifications, current AGR position vacancies, and overall soldier potential.

SQI4 soldiers will compete for promotion and will attend NCOES in their career progression MOS (normally primary MOS). After conversion to 79T they will compete in 79T MOS for promotion and will attend NCOES as a 79T.

I have read, understood and agree to enter the Recruiting and Retention Force under the SQI 4 process.

_____   _____

Name, Rank & Signature   Date